

From: McCauley, Dannah
Sent: Friday, May 02, 2003 4:19 PM
To: Christl, Mark
Subject: Deep Space Test Bed Workshop Logistics
Mark,

I have reserved a block of rooms at the Holiday Inn, Research Park which is located at Madison Square Mall, 5903 University Drive for the nights of June 8 and 9. The block is at the government rate of \$67.00 plus tax for a total of \$76.70 per night. The name of the block is "Deep Space Test Bed" and each person needs to call the hotel and give their credit card number in order to reserve their room. This should be done before the cutoff date of May 19. The phone number for the hotel is 256-830-0600. I have requested that the shuttle be available to take people to the NSSTC both mornings at 8 am and to pick up at 5 pm although I suppose that on the 10th if people have rental cars they would want to drive so that they can leave for the airport. If anyone wants to take the shuttle from the airport to the hotel they will find a courtesy phone in the baggage claim area. (NOTE: If any of the people attending this meeting also attended the kickoff meeting this is NOT the same Holiday Inn. The one where the rooms are being held now is further west and on the south side of University Drive, not the north side.)

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